

"FINAL"

King County Fire Protection District 40

*Regular Commissioners' Meeting*

January 27, 2011

4:30 p.m.

Commissioner  
CHARLOTTE RYAN

Commissioner  
RONNIE LITTLE

Commissioner  
MIKE WARFEL

Commissioner  
RUSS PRICE

Commissioner  
LINDA SARTNURAK

Fire Chief  
MARK PETERSON

Board Secretary  
DEANNA GRATZER

**CALL TO ORDER:**

Commissioner Ryan called the regular meeting of the Board of Fire Commissioners for King County Fire Protection District 40 to order at 4:30 p.m. Commissioners present for the Call to Order: Ryan, Warfel and Price. Also attending were Secretary Gratzler, Consultant Paul Witt, Fire Chief Mark Peterson, Deputy Chief Erik Wallgren, Battalion Chief Stan Moe, Firefighter Ryan Simonds and Linda Sartnurak.

Commissioner Little requested an excusal from the January 27, 2011 Regular Meeting of the Board.

A **MOTION** was made by Price and **SECONDED** by Commissioner Warfel to excuse Commissioner Little from the January 27, 2011 Regular Meeting of the Board. **The MOTION CARRIED (3-0).**

**CITIZEN COMMENTS FOR AGENDA ITEMS:**

There were no citizen comments.

**CORRESPONDENCE:**

Correspondence received consisted of a letter from citizen Jeanie Roscoe. The letter thanked the crews at Station 17 for her recent incident and transporting her to Valley Medical Center.

Deputy Chief Wallgren will provide the crews at Station 17 with a copy of the letter.

A copy of the letter is on file with the minutes.

## "FINAL"

### **FINANCIAL REPORTS:**

Financial reports were provided to the Board.

Financial reports are available to the public upon written request.

### **FIRE CHIEF'S REPORT:**

#### **Safety/Support Services:**

The new aid unit dedication ceremony is on Saturday, January 29, 2011 at Station 17 at 1:00 p.m.

Renton Fire and Emergency Services is currently in the process of establishing a lateral entry firefighter hiring list. As of the closing date, 27 applications were received from throughout the country. The next step is to evaluate eligibility and invite those candidates to the skills assessment exercise to be held in early March.

#### **Response Operations:**

Deputy Chief Erik Wallgren presented the Fire District 40 Incident Type report for December 2010 and the 2010 Year End Response Summary. The report includes the number of responses by responses type and transport data.

A copy of the Incident Type reports are on file with the minutes.

#### **Significant Incidents:**

There were no significant incidents to report.

#### **Office of the Fire Chief:**

Chief Peterson attended the New Chief Leadership and Labor Management Initiative Conference in Phoenix, AZ. The conference focused on leadership strategies and developing effective labor management relationships.

An all supervisors meeting was held on Wednesday, January 26, 2011. The Meeting focused on strategies for accomplishing the 2011 Department Work Plan.

On February 1, 2011, the department kicks off the Fifth Annual Renton Heart Month. Residents are encouraged to visit their local fire station during regular business hours to receive a free screening or watch for firefighters who will be setting up screening stations in many local businesses throughout the month. RFES are partnering with Valley Medical Center to emphasize risk to heart disease that women face. Statistics show that one in every five women has some form of heart disease.

## "FINAL"

### **UNFINISHED BUSINESS:**

#### **Commissioner Position No. 1:**

Commissioner Ryan stated that one letter of interest and resume was received for the vacant commissioner position. A letter of interest and resume was submitted by Linda Sartnurak.

Commissioner Ryan stated that Commissioner Little is in support of appointing Linda Sartnurak to the vacant position.

Linda Sartnurak introduced herself and summarized her education and work history. Linda Sartnurak has a degree in business. Linda Sartnurak is a pilot and flight insutruactor. Additionally, she has been involved in emergency training as a pilot. Linda Sartnurak has also worked at King County Elections in signature verification and reconciliation.

A **MOTION** was made by Warfel and **SECONDED** by Commissioner Price to appoint Linda Sartnurak to Commissioner Position No. 1. **The MOTION CARRIED (3-0).**

### **OATH OF OFFICE FOR APPOINTED COMMISSIONER:**

The Oath of Office was administered by Secretary Gratzer for newly appointed Commissioner Linda Sartnurak.

### **CONSENT CALENDAR:**

- a. Minutes of the Regular Meeting – January 13, 2011
- b. Expense Fund Vouchers No. 01020-01028 - Amount \$8,714.37
- c. Capital Equipment Fund No. 01001 - Amount \$3,947.40

A **MOTION** was made by Commissioner Price and **SECONDED** by Commissioner Sartnurak to approve the consent calendar as presented. **The MOTION CARRIED. (4-0)**

### **NEW BUSINESS:**

The Washington State Auditor is currently performing an audit for 2008-2009. Since the District is now a contracting District, the auditor performs a box audit at their office with documentation submitted by the District Secretary.

Commissioner Ryan stated that now that there is a full board a workshop can be scheduled. Calendars and date options should be brought to the next meeting to assist in scheduling.

## "FINAL"

### **WORKGROUP REPORTS:**

#### **Capital Facilities/Equipment:**

Commissioner Warfel was presented with a project description and scope of work from TCA Architecture/Planning for further remodel of Station 17. The proposal is a lump sum fixed fee of \$17,040.00. TCA will work with the workgroup, Deputy Chief Wallgren and Facilities Director Peter Renner on a proposal and priority list.

A **MOTION** was made by Commissioner Price and **SECONDED** by Commissioner Warfel to approve the proposal presented by TCA Architecture/Planning in the amount of \$17,040.00 as presented. The **MOTION CARRIED. (4-0)**

A copy of the TCA Architecture/Planning proposal is on file with the minutes.

Commissioner Warfel reported that a decision will be made at a future meeting on the donation of the surplus aid unit. The aid unit is advertised for sale on the WFCM website through January 31, 2011.

Commissioner Warfel reported the Department of Natural Resources has put the drill and pipe press up for auction. The successful bidder will be in contact with Commissioner Warfel to facilitate removal of the equipment. The District has had the drill and pipe press on loan from DNR for several years. The District still has the brush rig on loan from DNR.

Deputy Chief Wallgren is in contact with the party interested in the surplus 5' hose in an effort to facilitate disposal.

#### **Community Relations:**

Commissioner Ryan will put an article on the website announcing the aid unit dedication ceremony on Saturday, January 29, 2011 at Station 17 at 1:00 p.m.

#### **Finance:**

There is nothing new to report at this time.

#### **Policy:**

There is nothing new to report at this time.

#### **Risk Management:**

There is nothing new to report at this time.

## "FINAL"

### **CITIZEN COMMENTS:**

John Maddson from the Puget Sound Skills Center provided an overview of the Zone Three Fire Explorers Program and how the surplus aid unit would benefit their rehabilitation program.

The Zone Three Fire Explorers is an active post consisting of 35 members. Members are students from the Renton area, ages 14-20, that provide rehabilitation (i.e. warming/heating, cooling, rest area, tents, etc.) to firefighters at significant incidents in the King County area. Some of the current members of RFES, including Chief Peterson, participated in the Explorers Program.

In 2010, the Explorers provided rehabilitation services at 68 significant incidents in various jurisdictions, including South King, North Highline, King #20, SeaTac and Tukwila. Of the 68, the Explorers provided rehabilitation services to Renton Fire and Emergency Services crews 21 times. On average, the Explorers are deployed by Valley Communications to incidents approximately 3 times per week.

Ryan Simonds, I.A.F.F. 864, President reported that as part of the RFES dive team he responded to a drowning incident just this morning where the Explorers provided rehab services to the divers as they came out of the water.

The Explorers provided rehab services at the 2 major fires that occurred in Renton last year as well as numerous additional significant incidents.

Battalion Chief Stan Moe also spoke in support of the Explorers and the valuable rehabilitation resources they provide to crews at incidents.

A copy of the 2009 Zone Three Fire Explorers Program Annual Report is on file with the minutes.

### **ONCE AROUND THE TABLE:**

Commissioner Warfel stated it is wonderful to have a full board again and he is looking to having Linda Sartnurak as part of the team.

Commissioner Ryan congratulated Commissioner Warfel's son on getting his wings. He will be flying C17's out of Travis, CA. Commissioner Ryan also welcomed Commissioner Sartnurak to the Board.

Commissioner Sartnurak thanked the Board for appointing her to the commissioner position. She stated that she has a lot to learn and will be reaching out to everyone to learn.

There were no additional Board comments.

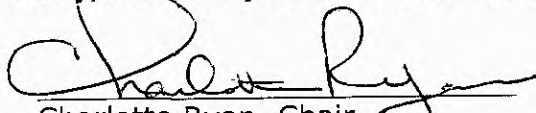
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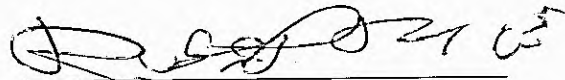
**EXECUTIVE SESSION:**

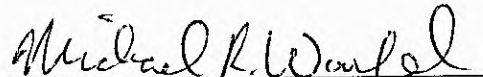
There was no Executive Session.

There was no further business or discussion and the meeting was adjourned at 5:18 p.m.


The next regular meeting of the Board of Fire Commissioners will be held on **Thursday, February 10, 2011 at 4:30 P.M.**

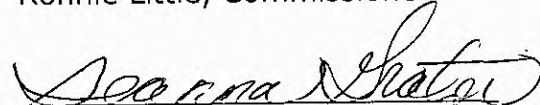
  
Charlotte Ryan, Chair

  
Russ Price, Vice Chair

  
Mike Warfel, Commissioner

  
Ronnie Little, Commissioner

  
Linda Sartnurak, Commissioner

  
Deanna Gratzer, District Secretary

Attachments:

- Meeting Agenda
- Cash Transmittal
- Citizen Thank you letter
- Chief's Report
- TCA Architecture Agreement
- Zone 3 Fire Explorers Annual Report